



## **Manager of Billing/Reimbursement**

Kalamazoo Community Mental Health and Substance Abuse Services is seeking an individual who has experience working with individuals of diverse racial, ethnic, and cultural backgrounds to manage all reimbursement and billing functions. The successful candidate will supervise and direct the efficient coordination of first and third party billings including Medicaid, Medicare, and Commercial Insurance. Candidate must have knowledge of uniform billing codes and HIPAA regulations.

This position requires a Bachelor's Degree in Accounting or related field, extensive knowledge of computers and related billing software. A minimum three years of supervisory billing experience in a health care or managed care environment is also required.

We offer competitive compensation and fringe benefits including medical, vision, and dental insurance; disability and workers compensation insurance; paid holidays, paid time off plan, continuing education, retirement plan and deferred compensation plan. Individuals of diverse racial, ethnic, and cultural backgrounds along with bilingual candidates are encouraged to apply.

KCMHSAS is an equal opportunity employer that encourages diversity and inclusion among its workforce. We strive to empower people to succeed.

**Apply online at [www.kazoocmh.org/careers](http://www.kazoocmh.org/careers) by December 11, 2015**